



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
OFFICE OF FINANCIAL AND INSURANCE SERVICES
DEPARTMENT OF LABOR & ECONOMIC GROWTH
DAVID C. HOLLISTER, DIRECTOR

LINDA A. WATTERS
COMMISSIONER

January 27, 2005

TO: Regulatory Loan Licensee Addressed

RE: Annual Report, Operating Fee Information and Financial Statement - ***Due February 28, 2005***

Enclosed is the form to be used when filing the annual report for the year ended December 31, 2004, for business conducted under the Regulatory Loan Act (Act), as amended. Section 11(3) of the Act requires the filing of this report.

Filing the annual report. When filing the annual report:

- Use whole dollars only.
- Attach additional pages as needed.
- Ensure that the form is fully completed. An incomplete report will not be accepted.
- Ensure that the report is signed and dated.
- Submit the original report to this office.

Annual operating fee. Information pertaining to the volume and types of activity conducted by the licensee during the previous calendar year will be used to determine the annual operating fee for the license.

Late filing of the annual report will result in the licensee being subject to a penalty of \$50.00 for each day the report is delinquent, up to a maximum of \$5,000.00, pursuant to section 8(5) of the Act.

Failure to file the annual report may result in non-renewal of the license and will result in commencement of administrative action against the license.

Annual filing information is available on the OFIS website: www.michigan.gov/ofis. Under 'Financial and Insurance Services', select: Who We Regulate; then Consumer Finance; then Regulatory Loan Licensees Locator; then follow the directions to locate the licensee; then click on the licensee name to view OFIS Detailed Information and Reporting Dates. If the annual filing has been received and processed by OFIS, the receipt date will be displayed.

If you have a question regarding the annual filing, please contact this office at a number listed in the letterfoot. Ask or leave a message for Allan Huber.

Sincerely,

Kirt L. Gundry, Director
Mortgage and Consumer Finance Section

Enclosure

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